



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Internal Quality Assurance Cell

Minutes of the IQAC Meeting held on 20th April 2019, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai

Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai (Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai (Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
5. Dr. N N Kadam, Controller of Examinations, MGMIHS, Navi Mumbai (Society)
6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
7. Dr. Sabita Ram, Director Research, MGMIHS, Navi Mumbai (Administrative Officer)
8. Dr A. G. Shroff, Medical Director, MGM Medical College, Aurangabad (Administrative Officer)
9. Dr. Pravin Suryavanshi, Deputy Dean, MGM Medical College, Aurangabad (Administrative Officer)
10. Dr. Swati Shiradkar, Prof. OBGY, MGMIHS, Aurangabad (IQAC Coordinator, Aurangabad Campus)
11. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
12. Dr. (Mrs.) Jaishree Ghanekar, Prof. & HOD Medicine, MGMMC, Navi Mumbai (Teacher)
13. Dr Prasad Waingankar, Prof. & HOD, Community Medicine, MGMMC, NM (Teacher)
14. Dr. Gautam Shroff, Professor and HOD Anatomy, MGMMC, Aurangabad (Teacher)
15. Dr. Samir Pachpute, Associate Prof., Microbiology, MGMMC, Navi Mumbai (Teacher)
16. Dr. (Mrs.) Parineeta Samant, Associate Professor, Biochemistry, MGMMC Navi Mumbai (Teacher)
17. Dr. Rajesh Kadam, Assistant Professor, Pharmacology, MGMMC, Aurangabad (Teacher)
18. Dr. Akshat Mishra, UG Student, MGMMC, Navi Mumbai (Student)
19. Dr. Rajat Chandak, UG Student, MGMMC, Aurangabad (Student)
20. Dr. Rohit Jacob, PG Student, MGMMC, Aurangabad (Student)
21. Dr. Shaba Thomas, PG Student, MGMMC, Navi Mumbai (Student)
22. Dr. Sameer Kadam, Alumnus, MGMIHS, Navi Mumbai (Alumni)
23. Dr. Kiran Mali, (Alumni)
24. Adv. Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra, Hospital Administration, MGM Hospital, Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan, IQAC Co-ordinator, MGMDCH, Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)



Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

Item No.1: Confirmation of the minutes of the IQAC meeting held on 18th December 2018

The minutes of the IQAC meeting held on 18th December 2018, were unanimously confirmed.

Item No. 2: Action Taken Report for items pertaining to meeting held on 18.12.18

Sr. No.	Item	Action Taken
1.	Participation in the Pilot Study conducted by NAAC, for revised SSR manual for Health Science Universities	MGMiHS has participated in the pilot study conducted by NAAC, for the revised SSR manual for Health Science Universities. The pilot study report has been submitted to NAAC on 7 th January 2019.
2.	Submission of AQAR 2017-2018	The AQAR for the academic year 2017-2018 has been submitted to NAAC on 31 st December 2018.
3.	Quarterly Report (January to March 2019)	Received from all Constituent Units of both campuses in first week of April 2019. The same is being compiled.
4.	Guest Lecture on Scientific Writing by Dr. R.C. Deka at Navi Mumbai	Conducted on 24.12.18
5.	Guest Lecture by Dr. S.P. Thyagrajan, at Navi Mumbai., on Revised Accreditation Framework for Research, Consultancy and Extension activities	Conducted on 12 th January 2019 (Members from Aurangabad attended the same via videoconferencing)
6.	National Seminar on Revised Accreditation Framework in collaboration with NAAC, at Aurangabad	Conducted on 19 th January 2019
7.	Workshop on Pathways to Surgical Excellence, by Dr. NivruttiPatil (HongKong), at Navi Mumbai	Conducted on 25.2.2019
8.	E-poster and Essay Competitions – Solidarity and Cooperation (at Navi Mumbai and Aurangabad)	Conducted in April 2019
9.	Progress of SSR preparation	Presentation by all Criterion Heads in meeting on



		19.4.2019 and 26.4.2019
10.	Status of MGMIHS NAAC Accreditation	NAAC has granted extension of our previous accreditation status for one year

Item No. 3: Increase in seats for various PG courses and initiation of new PG courses at Medical Colleges at Navi Mumbai and Aurangabad

The Deans of both Medical Colleges (Navi Mumbai and Aurangabad) informed the house regarding the initiative taken for increase in seats for various PG courses and starting of new PG / Superspecialty courses.

Navi Mumbai: MS Trauma, MD Family Medicine

Aurangabad: MD Emergency Medicine, MCh Surgical Gastroenterology

Applications for the same will be made to the Medical Council of India in the prescribed format by 15th May 2019.

Item No. 4: SSR preparation

Dr. Siddharth P. Dubhashi, IQAC Coordinator, MGMIHS, informed the house regarding the status of SSR for second cycle of NAAC accreditation.

Dr. P.M. Jadhav, Vice Chairman, MGM Trust mentioned about the need for utmost accuracy in documents that need to be uploaded on Website as well as with SSR as enclosures.

Dr. Shashank Dalvi, Hon'ble Vice Chancellor, informed that the same was being done by the Criterion Heads. However, a mechanism would be place, whereby the documents would be rechecked before final uploading. He further reiterated that the period for inclusion of data for SSR would be 1st July 2014 to 30th June 2019.

Dr. Siddharth P. Dubhashi requested all Criterion Heads to present the SSR pertaining to their respective Criterion.

Following Criterion Heads made the SSR presentation for the Criterion indicated against their names:

Name of the Criterion Head	Criterion Number	Title
Dr. R.S. Inamdar	I	Curricular Aspects
Dr. N.C. Mohanty	II	Teaching-Learning and Evaluation



The house suggested that the Course and Program Outcomes should be made known to the concerned stakeholders through boards in respective departments and incorporation of the same in Student Handbooks.

Members also expressed concern regarding updating the email addresses of all students at both campuses, which would be required for the Student Satisfaction Survey.

It was unanimously decided to have the presentation of SSR pertaining to Criteria III to VII on 26th April 2019.

Item No 5: Implementation of Curriculum Implementation Support Program

Dr. Siddharth P. Dubhashi requested Dr. R.S. Inamdar, Convenor, CISP, MGMIHS, to brief the house regarding status of CISP implementation.

Dr. R.S. Inamdar mentioned that Faculty Sensitization sessions were conducted by the Respective Curriculum Committee members at both campuses. The MCI observed CISP session is scheduled at Navi Mumbai from 24th to 26th April 2019.

Dr. R.B. Bohra, Dean, MGM Medical College, Aurangabad, informed that the dates for the MCI observed CISP session for their College have not yet been communicated by the MCI Nodal Centre.

Dr. R.S. Inamdar informed the house that the MCI deadline for uploading the CBME timetable for First MBBS students (August 2019 admission) on the Institutional Website is 30th April 2019. Various Committees have been constituted for the same as per MCI guidelines.

Hon'ble Vice Chancellor appreciated the efforts of Curriculum Committees of Navi Mumbai and Aurangabad campuses for CISP.

Item No.6: Session on Mechanics of Paper Setting

Dr. Siddharth P. Dubhashi informed the house regarding the need for conduct of a session on "Mechanics of Paper Setting" for all UG and PG teachers of MGMIHS. Hon'ble Vice Chancellor appreciated the suggestion and mentioned that the same would be conducted by MGMIHS IQAC in coordination with the Medical Education Units of both campuses. Dr. Siddharth P. Dubhashi mentioned that the point would be discussed at length at the meeting of Board of Examinations scheduled in last week of April 2019, and that the session would be planned in June 2019 for both campuses.



Item No. 7: Quarterly Reports

The quarterly reports for October to December 2018 and January to March 2019 were discussed and unanimously approved.

Item No. 8: Quality Initiatives undertaken

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Number of Participants
Gender sensitization	----	3 hours / 1 hour sessions	Faculty, UG and PG students
Prescription Audits	---	-----	Clinical departments
Mortality Audits	---	-----	Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	-----
Orientation of Faculty for CBME as envisaged by MCI	March / April 2019	3 days	Both Campuses
Academic and Administrative Meeting	Every month	3 hours	Representatives of all stakeholders of both campuses

The members appreciated the efforts of MGMIHS and its Constituent Units for the various quality initiatives.

Item No. 9: Quality Initiatives planned

The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Expected Number of Participants
Mechanics of paper setting	June 2019	3 hours	At both campuses for all UG and PG teachers



Workshop on Curriculum Implementation Support Program (MCI Observed)	24.4.19 to 26.4.19	3 days	30 (Navi Mumbai)
Workshop on Curriculum Implementation Support Program (MCI Observed)	May / June 2019	3 days	30 (Aurangabad)
Workshop on Pathways to Surgical Excellence, at Aurangabad	To be decided	One day	30 (Faculty, Postgraduates)
E-poster and Essay competitions – Cultural Diversity (at Navi Mumbai and Aurangabad)	July / August 2019	----	UG and PG students
Visit by Dr. R. C. Deka (National Prof. Emeritus)	July 2019	2 days at each Campus	Navi Mumbai and Aurangabad Campuses

Since there were no other points, the meeting ended with vote of thanks.

Dr. Siddharth P. Dubhashi
(IQAC Coordinator, MGMIHS)

Date: 20th April 2019
Place: Navi Mumbai



Dr. Shashank D. Dalvi
(Chairperson, IQAC)